

NEEDHAM COMMUNITY PRESERVATION COMMITTEE
APPLICATION FOR FUNDING
HISTORIC PRESERVATION FOLLOW-UP QUESTIONS

*Submit to: Cecilia Simchak csimchak@needhamma.gov
Lauren Spinney lspinney@needhamma.gov*

Due Date:

Application No:

Project Title:

CPC Liaison(s):

APPLICANT INFORMATION:

Organization:

**Contact
Name(s):**

Address:

Telephone No:

Email(s):

Please insert at least a brief narrative answer on all applicable subjects.(if a question is not relevant to the project, please list N/A.) If more space is needed, feel free to attach appendices and/or cross-reference other documents provided to the Community Preservation Committee.

PROJECT DETAILS

1. Summarize the scope and/or concept of the project:

- a. Provide all design specifications and/or architectural plans applicable to the project.**
- b. List the names and addresses of project architects, contractors, and consultants.**
- c. Provide a projected task plan and timeline.** *(Should you be awarded CPA funding, these tasks will be the basis of your Project Status Reports that will be due periodically until the project is complete).*
- d. Describe any maintenance requirements and estimated yearly costs of maintenance for the completed project.**

2. List the anticipated project cost:

- a. Provide a budget with line itemization, including any funding requested previously, as well as any possible future funding requests.**
- b. Does this project leverage additional or multiple sources of public and/or private funding or assist in planning and development activities to facilitate such leverage? Please provide details.**
- c. Indicate expenditures & funding (by municipal fiscal year):**

Fiscal Year	Total Project Estimated Expenditures	CPC Funds Requested	Other Funding Sources (Amount & Source)
FY '27			
FY '28			
FY '29			
FY '30			
FY '31			
TOTAL:			

3. Supply detailed Project Information:

- a. Provide the deed and recorded plans, and maps or renderings of the subject property.**
- b. Provide inspection reports, existing conditions reports, 21E reports, and other environmental assessment reports.**
- c. Provide details of any natural resource limitations (wetlands, flood plain, etc.) to which the property is subject.**
- d. Provide details of any zoning restrictions (i.e. district, dimensional, and use regulations as applicable to the property) to which the property is subject.**

- e. **Is the proposed project on the Select Board's capital priority list?**
- f. **Is the proposed project on the capital priority list of the applicant?**
- g. **Is there an urgency related to the timing of the project (including scheduling factors not controlled by the applicant)? Provide details.**

4. Address CPA Application Evaluation Criteria:

- a. **Summarize how the proposed project utilizes, preserves, protects, increases, and/or enhances historic preservation in Needham.**
 - b. **Explain how this project meets the following General Factors for Consideration of the Needham Community Preservation Plan. Provide details:**
 - The project is consistent with the goals of the Town of Needham Community Preservation Plan.
 - The urgency of the project with particular consideration to those requests whose successful implementation is constrained by scheduling factors not controlled by the applicant.
 - The project is economically or otherwise reasonably feasible to implement and operate on a long-term basis.
 - The project satisfies federal, state and local laws to the extent applicable.
 - The project leverages additional or multiple sources of public and/or private funding or assists in planning and development activities to facilitate such leverage may possibly be preferred.
 - The project utilizes, preserves, protects, increases or enhances Town-owned open space, recreation, historic and/or housing assets.
 - A project that benefits privately owned resources shall include permanent restrictions to ensure a public benefit.
 - Awarding funds for the project is consistent with prudent long-term management of CPA funds.
 - The project proponent has demonstrated to the reasonable satisfaction of The Committee the ability and competency to implement the project as proposed either by its record of successfully implementing similar projects or otherwise.
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- The applicant has site control, or the written consent by the property owner (or relevant Town agency or board) to submit an application.
- The Committee prefers to bring projects to the Annual Town Meeting in May, though under special extraordinary circumstances that affect the project negatively, a project may be considered to be presented at a Special Town Meeting.
- CPA funding will enable the project.

c. Explain how the project addresses or supports the Historic Preservation Goals articulated in the 2023 Needham CPA Plan:

To protect, preserve, enhance, restore or rehabilitate the following:

- Resources of historical, cultural, architectural or archaeological significance, especially those which are threatened with demolition,
- Historic properties for adaptive reuse; and
- Sites on the Needham Historical Commission Inventory.

d. Explain how this project addresses the Historic Preservation Factors for Consideration in the 2023 Needham CPA Plan:

- Preserves and protects historic and cultural properties and sites to the extent allowed under the CPA.
- Demonstrates a public benefit to preserve historic resources. Town-owned facilities may be preferred in The Committee's evaluation process.
- Incorporates the remodeling, reconstruction, renovation and making of extraordinary repairs to historic resources, such as improvements intended to make historic facilities functional for their intended use, including but not limited to, handicapped accessibility and building code requirements..

5. Supporting documents:

- 1. Please attach letters, references, studies, maps, statistics or any other documents which support the merits of the application.**

6. Project Specific Questions:

1. *[These are project specific questions of CPC members after the initial applications are received and aggregated/rationalized by the project's CPC Liaison(s).]*
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- 6.